

Group Memory  
CTPAC Steering Committee Meeting # 4  
October 13, 2004

**Next Meeting dates**

January 26, in San Bernardino

April 13<sup>th</sup> Sacramento

July 13<sup>th</sup> in San Bernardino

October 26 Sacramento

**Desired outcome for next SC meeting:**

**Bin List & Great Ideas**

1. Need to discuss representation on the steering committee – many “visitors” show up every time, some members are absent ...Need a process to identify membership. (Steve, November 2003)
- ~~2. Proposals need to be formally presented to Caltrans. (Aaron, November 2003.)~~

**Group Decisions**

*All decisions made will be double underlined in the body of the notes below.*

**Purpose of the group**

In support of the purpose of the Caltrans Transportation Permits Advisory Council, (CTPAC) which is to facilitate communication between industry and Caltrans on transportation permits related issues, the Steering Committee (SC):

1. Sets priorities on issues and
2. Establish and lead work groups to study specific issues,
3. Monitors progress of the working groups.
4. Approves the final recommendations of the work groups and transmit the results to the Chief, Office of Truck Services.
5. Plans presentation and communication at the annual meeting of the CT PAC.

**Authority of the group**

The group makes recommendations and advises Caltrans on their concerns related to transportation permits, including procedures and processes over which the Department has control. This is not a technical decision making body. Caltrans

cannot always implement the recommendations; when this is the case, Caltrans will communicate the reasons for its decisions.

## Document Register

### Upshot

These are the assignments made at the meeting. As new ones are added they will be appended to the list. As assignments are completed they will be lined out with a ~~strike through~~, but left on the list until the next meeting. This will provide a running record of assignments made at these meetings.

From April 19, 2004

<del>42</del>	<del>Hector</del>	<del>Draft of Chapter 3 needs to be sent out to the Steering Committee. Need result before June 9<sup>th</sup> meeting.</del>	<del>May 10</del> <del>Aug 20</del>
44	Hector –	<i>Variance Loads: Vehicle inspection &amp; Permit Request Procedure: Develop the idea discussed today by the group (see discussion outline # 17)</i>	<del>May 15</del> <del>Aug 20,</del> <del>2004</del> 11/17/04

From July 13, 2004

47	Vaughn	Is there any way to mitigate the costs for very expensive permit fees? This needs to go to the dual lane loading work group as part of their assignment. (see discussion outline # 2.3)	<del>9/13/04</del> 12/15/04
48	Mary	coordinate a discussion on staffing with Gregg Magaziner to address concerns about this. Why can't we open up STARS to the "no-brainer" permits so the permit writers can devote their time to category 3 permits. (see discussion outline # 2.3)	<del>8/6/04</del> 10/29/04
<del>49</del>	<del>Mary</del>	<del>Mary will send the 2004-03 towed legal vehicle memo to Legal for their review. (see discussion outline # 4.4)</del>	<del>7/16/04</del>
50	Vaughn	convene the Dual Lane Loading workgroup to get clear direction for CT (see discussion outline # 5)	9/13 12/15/04
<del>51</del>	<del>Larry</del>	<del>Work with Vaughn on the language for the Tridom policy. (see discussion outline # 6)</del>	<del>10/13/04</del>
<del>52</del>	<del>Mary</del>	<del>Send Vaughn the names and phone numbers of people who have contacted her on the Tridom issue. (see discussion outline # 6)</del>	<del>7/16/04</del>

53	Vaughn	<del>Convene the tridem workgroup to discuss the issue, see if there is consensus on this.</del>	8/10/04
54	Mary F	<del>share the fee cost data with the workgroup. (see discussion outline # 8)</del>	7/16/04
55	Larry	Write a policy referencing the letter that is already out on inspection and permit request procedure, and send it to the variance work group. (see discussion outline # # 11)	8/2/04 11/17/04

From October 13, 2004 meeting

56`	Greg M	Work with Rick to set up set up database training in the region. (see discussion outline # 5.8)	11/17/04
57	Hossein	check with Region offices regarding short lead time notification on highway clearance changes (see discussion outline # 5.8)	10/14/04
58	Hector	check to see what the hold up on the maps is (see discussion outline # 7)	10/14/04
59	Mary	Verify the tow of legal vehicles policy are resolved. Implement the policy. (see discussion outline # 7)	10/22/04
60	Mary	There should be a conference call by the early part of November. The work group needs a report from WASHTO (see discussion outline # 9.5)	11/17/04
61	Vaugh	Develop a list of items that we need a response from Caltrans on for the variance work group. (see discussion outline # 10)	11/17/04
62	Anthony	work with some WASHTO states over the next few months for a 55,000 pound plus trunion axel limit. (see discussion outline # 9.5)	January 2005 mtg
63	Hector	take Larry's place in the map effort until Larry is available to work on this again	10/13/04
64	Greg D	Resubmit the escort table proposal to Caltrans for action. The issue about the change in length (green – yellow) fell between the cracks from the July 13 mtg.	10./14/04
65	Bob S	Work with Eric to coordinate a telephone conference for the manual re-write work group.	10/20/04
66	Greg D	Establish a fixed load work group. (see discussion outline # 16)	10/20/04

67	Hector	Send the notes from today to all attendees.	
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**Critique from Sept. meeting:**

What went well	What Needs Improvement
Donuts and coffee. Finished on time. Stayed on track.	Caltrans ill prepared Larry and Gregg M not here Team leaders lack of follow up on approved proposals. Lack of knowledge about the process (Tab #3) Focus more on getting work group done in work groups not here. Report results here.

**Critique from July meeting:**

What went well	What Needs Improvement
On schedule. Facilitator Well attended. Good location – good to vary between so cal and Nor cal.	

1. Ground rules:
  1. 1. Begin and end on time
  1. 2. No side conversation
  1. 3. Pagers and cell phones to stun.
  1. 4. Raise your hand when you want to talk;
  1. 5. Speak up; silence is consent.

2. Introductions, Opening remarks / Sauer and Frederick
  2. 1. Your active participation in the work groups is necessary –
  2. 2. Question – how do we get new blood in the work groups?
    2. 2. 1. Representatives from the associations who are in committees should solicit others to be involved and help out. We should take it upon ourselves to bring people here – keep others involved in the work groups.
    2. 2. 2. Maybe have Mary/Eric make presentations to other groups about this steering committee.
    2. 2. 3. This committee needs to move things forward, have successes. As we have successes others will have confidence in the system and get involved. We need to turn things out. This started two years and two months ago – have we changed any policies yet? When we get things off the table we will get others involved.
    2. 2. 4. Most of the people here are CTA members – we need to channel this out to others in other areas – let them know the avenues available for policy change.
3. Purpose of meeting
  3. 1. Update steering committee on progress of workgroups and formulate next steps – consider new proposals and get them assigned.
4. *Upshot # 44 Variance Loads: Vehicle inspection & Permit Request Procedure: Develop the idea discussed today by the group (see discussion outline # 17)*
  4. 1. Larry drafted this – it is in draft form.
  4. 2. Final draft will go out in Mid-November and will be sent to all the members of the steering committee.
  4. 3. There is confusion on processing of variance loads – the process is not consistent – variance writers don't seem to know what to do. There is confusion on the changes of all the variance writers.
5. STARS Upgrade Update /
  5. 1. We are up to about 65% usage.
  5. 2. Using Access 2000 software.
  5. 3. STARS Training is starting with industry reps. We are getting more people involved.
  5. 4. North Region is doing very well. South Region processing has not been increasing.
  5. 5. Industry needs training on the data base so they can see if they should be on STARS. Caltrans promised industry a training class in years past – have they delivered the training?
  5. 6. Short term restrictions are getting put in the same day they are happening – We need more lead time on the notice of restrictions.

5. 7. Database training for industry needs to be looked into. Saturdays, at the region level, are the best day for this training.
5. 8. Outcome:
  5. 8. 1. Hossein will request that Greg Magaziner work with Rick to set up database training in the region. (see upshot assignment # 56)
  5. 8. 2. Hossein will check with Region offices regarding short lead time notification on highway clearance changes. (see upshot assignment # 57) Also, transporters must go out of our way to avoid a restriction that is not currently in effect. (Currency of the database is the issue.)
  5. 8. 3. Industry needs to provide information to Hossein and Anthony in Caltrans if the permits process is not working correctly – if you have a problem let them know right away.
6. Crane Group /Mike Vlaming
  6. 1. On Oct. 22, the crane boom dolly policy will be posted on the internet.
  6. 2. Vehicle code citation has been clarified –
  6. 3.
7. Annuals / Matt Klenske
  7. 1. In conference call last week, new issues were brought up.
  7. 2. 24/7 policy – we can't roll it out until we resolve a TPMS issue. We are waiting for resolution of a software issue.
  7. 3. The state wants to hold off right now because of TPMS implementation. How do these two things relate? (Bill Saunders will address this later this morning.) Issue is consistency.
  7. 4. TPMS will issue the permits – it is part of the functionality.
  7. 5. Q: Why can't annuals be issued now, and then be added when TPMS comes on line? We have been put on hold for a long time; approaching the fifth year.
  7. 6. The maps are done. Why is this not being implemented today? Expectation is that the maps will be out on November 15. Larry will send the maps to the Region offices. Annuals will be ready to go no later than December 1<sup>st</sup>.
  7. 7. There is still some work to be done on 7 and nine axel annuals.
  7. 8. Nine axel unladen freight – Work group will revisit the 7 & 9 axel issue. This still needs to be cleared with the CHP. Their concern is language on the permit – there may be a potential enforcement issue. We may need to work with the terminology. This item will go back to work group.
  7. 9. Towed vehicle maps have been approved by CT. Language was approved by CHP. This will be out on December 1<sup>st</sup>, also.
  7. 10. We have resubmitted chart weight maximum for fixed loads to the annual committee... You should get max weight within the class for fixed weight. This will go back to the work group.

7. 11. Outcome:
  7. 11. 1. Hector will check to see what the hold up on the maps is – (see upshot assignment # 58) These are supposed to be out in mid-November.
  7. 11. 2. Verify the tow of legal vehicles policy is implemented... the policy. (see upshot assignment # 59)
8. Dual Lane Loading / Vaughn Goodfellow.
  8. 1. Not met yet – We have two items –
  8. 2. Found out there is Structures issue with push trucks – We need an exception on green weight.
  8. 3. Progressive weight charts – we have latitude in spacing between axels.
  8. 4. TPMS may hold this up.
  8. 5. Outcome:
    8. 5. 1. Anthony needs to pursue this to see what we are able to get into TPMS right away. We will do this today after the meeting.
9. Tridem
  9. 1. Work group has completed its work.
  9. 2. Concerns brought up - - Work group has agreed to a transitional period with 5% bonus for having a twelve tire vs. eight tire, using standard axel spacing. If there is movement with other states we are concerned about, we may move forward on greater bonus for those axels.
  9. 3. Most tridem trailers will be longer than 48 foot, which is different than the statement in the July notes (see discussion outline # 6.5; July) .
  9. 4. Many are adamantly against the 60,000 pound fixed load limit. We don't need to complicate this by throwing another change in the policy.
  9. 5. Outcome:
    9. 5. 1. Vaughn will have the work group discuss the issues and Mary will join the discussion. There should be a conference call by the early part of November. The work group needs a report from WASHTO (see upshot assignment # 60) The meeting is next week in New Orleans.
    9. 5. 2. Anthony will work with some WASHTO states over the next few months for a 55,000 pound plus trunion axel limit. Going from 48,000 to 60,000 in one jump is a lot. He will provide feedback at the January meeting. (see upshot assignment # 62)
10. Variance/ Vaughn Goodfellow
  10. 1. Group still needs direction from the state – Still looking for feedback from Caltrans.
  10. 2. Outcome:

10. 2. 1. Vaughn will set forth the questions for Caltrans to respond to so there can be a meaningful workgroup meeting. (see upshot assignment # 61)

#### 11. **Permit fees restructuring**

11. 1. We want to go legislatively on this to try to keep money in the program. We met with leg. Counsel yesterday to try to come up with a strategy. We are going to consider going to the budget committee to plead our case to get them to budget more money for the program.
11. 2. We need to know what our cost is; this won't happen until TPMS is out. Then we may have a better feel for the cost.
11. 3. We found out that the program costs more than we bring in – there is a shortfall of \$600,000 –
11. 4. If we increase fees, the money won't necessarily be available to improve service. Everyone is willing to pay more to get more.
11. 5. Caltrans serves many different client groups and it is not possible to have one industry pay ore to get better service.

#### 12. **Maps Status**

12. 1. Phase one was completed on Sept 15. \
12. 2. Larry is locked up in TPMS until February so Phase 2 is going to wait. This phase addressed all colors on each individual route. Phase one was to accept the maps as-is unless we there is major construction; Adding in major changes was phase 2.
12. 3. We need to set up the ground rules for phase 2.
12. 4. We can look at maps on line but not print them.
12. 5. We wanted to increase the length of pilot car requirement for green route. This was in the proposal. The table does not have this correction. Why can't Caltrans make an addendum to correct this? This was agreed upon at the July 13<sup>th</sup> meeting.
12. 6. Outcome:
  12. 6. 1. Hector to take Larry's place in the map effort until Larry is available to work on this again. (see upshot assignment # 63)
  12. 6. 2. Greg will re-submit the proposal to Caltrans for action. (see upshot assignment # 64)

#### 13. **Status of Development of Transportation Permits Manual – Chapter 3 / Bob Shepard**

13. 1. Both Chapter 3 and element for inspections have been reviewed and commented by Bob. No one has volunteered to help, but there were a couple of people who provided comments.
13. 2. Eric provided a list of CTA members who had volunteered to work on the manual.



13. 3. We need to have meeting – telephone conference and include Aaron in the meeting. Bob will work with Eric to set up the conference call. (see upshot assignment #
14. Variance Policy – Unladen dual lane combinations / Vaughn Goodfellow
14. 1. Question to CT: Is there latitude for extra weight in considering the unladen? (Totally legal axel weight - .) The work group will be proceeding on this. Vaughn will get in touch with Anthony to work this out.

#### New proposal discussion

15. New proposal for Load Transfer (Cranes Workgroup)
15. 1. Issue: There are many things permitted by CT – but we don't have weight transfer for close-coupled carrier. Industry is working on this with CT – the proposal is in the hands of CT.
15. 2. Specific issue: In order to get a specific crane into the country, it has to exceed our weight charts. We are working on allowing a higher level weight. This is difficult when there are six or eight axels close-coupled.
15. 3. Outcome:
  15. 3. 1. Take this to the crane work group to finalize a proposal. CT to respond.
16. Fixed Loads Tridems - 60,000 lbs
16. 1. issue: This has been taken to annual permits work group.
16. 2. Having two different standards is not the way we want to go. Having a different standard for fixed load will create problems.
16. 3. Discussion: Where should this be worked on? Tridem or annual permits?
16. 4. Outcome:
  16. 4. 1. We will establish a fixed load work group. Greg D will chair it. (see upshot assignment # 66)
17. TPMS/Bill Saunders
17. 1. Several questions were raised in June 9 meeting.
17. 2. TPMS issue on handling double wide weights – CT will deploy TPMS initially without this capability but it will have this capability later. We will work on this prior to deployment.
17. 3. Bentley has delayed the schedule seven or eight weeks. CT does want to deploy TPMS on Feb 10; new proposal is March 31. 2005. Intent is to go all electronic submittal by March 31, 2005.
17. 4. CT working on database that will be acceptable to Bentley. New schedule shows TPMS will be installed in test environment Nov. 1. Six week acceptance testing begins mid-November.
17. 5. 99% of three-year permit history will be available as templates in the system. This will assist users.

- 17. 6. Vehicle inspection reports will be entered.
- 17. 7. Customer name, user ID, address, vehicle inspection report materials will be available when we deploy.
- 17. 8. This will be internet based. Your requirement will be to have a PC with internet explorer. Frequent users will want their own account. Access to it will be 24x7.
- 17. 9. Teal Data Center is in the process of buying the hardware for the production system.
- 17. 10. CT will be looking for a half dozen volunteers to test the system – this will start December 1. District 4, 6 & 7 will be pilot districts. (On and off ramps will not necessarily be well defined in other districts.)
- 17. 11. CT will deploy new annual permit types after TPMS is deployed. CT Permits branch will continue to handle the permits not in TPMS until they are included in TPMS.
- 17. 12. Testing can be done over the Internet – Training will be in Sacramento. There will be training in Sacramento and San Bernardino when this is deployed.